



New Jersey Department of Children and Families Policy Manual

Manual:	CP&P	Child Protection and Permanency	Effective Date:
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Subchapter:	1	Forms	
Issuance:	11.11	CP&P Form 11-11, Medical Services Provider Letter	

Click here to view, print or complete the CP&P Form [11-11](#) on-line.

CP&P 11-11: Instructions:

2-6-2012

PURPOSE AND USE

The Medical Services Provider Letter, CP&P [Form 11-11](#) is used to inform medical service providers of three procedures that, if followed, substantially reduce Medicaid claim denials.

A small supply of the letter with the Local Office (LO) information entered is given to the foster parent/residential facility when a child goes into a new placement. The foster parent/residential caregiver present the letter to the medical service provider for informational purposes at the initial visit. The letter may also be mailed by the Worker to any provider planning to give Medicaid paid services to a CP&P child.

INSTRUCTIONS FOR COMPLETING THE FORM

1. Enter the name and address of the LO supervising the child in the first blank space in the last paragraph.
2. Enter the telephone number of the LO supervising the child in the second blank space in the last paragraph.
3. Enter the name of the Worker supervising the child in the closing of the letter.

Use LO letterhead when printing this form. The Worker signs the completed letter.